



STATE OF INDIANA

DEPARTMENT OF ADMINISTRATION

Procurement Division

402 West Washington Street, Room 468

Indianapolis, Indiana 46204

317 / 232-3053

MEMORANDUM

DATE: 9/16/03

TO: All Institutions of the State of Indiana

FROM: Becky Taylor, ^{et} Purchasing Agent
Procurement Division

RE: QPA REVISION
QPA# 9438 REQ.#A2-3-001

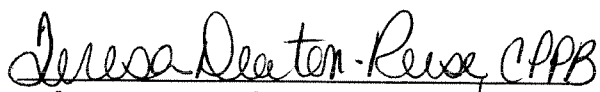
With the approval of the Commissioner of the Department of Administration, the following revisions are being made to the QPA Number above, expiration date 11/14/04, issued to:

Steven R Jenkins Co Inc
Contact: Scott Jenkins
6680 E 21st Street
Indianapolis, IN 46219

Revisions to be made as follows:

If the state would like to have vendor drop ship QPA line items on a drop ship only basis to 8500 E. 21st Street, Indianapolis, IN 46219, with no measuring or alterations involved, take 20% off line items 1-23 and 36-37 only. Drop shipments are freight pre-paid. The leather goods on a drop ship basis, take 10% off line items 24-35.

If the drop shipment is chosen, the normal shipping charges will apply after the original drop shipment.


Rebecca Reddick, Date
Director